

Date	May 14, 2014
Members Present	Eric Blackhurst, Matthew Heiser, Sandy Good, Jack Dinsmoor
Member Absent	CJ Jensen
Staff Present	Rita Kurelja, Erin Tice
Guests Present	Christian Collinet, Paul Fishman

The May 14, 2014 meeting of the Estes Park Housing Authority Board of Commissioners was called to order by Eric Blackhurst at 8:30 am in Room 203 of the Municipal Building of the Town of Estes Park.

PUBLIC COMMENTS

Mr. Fishman commented that while attending last night's study session the trustees were having a discussion, about having a discussion, to address workforce housing. Town Trustees will be attending retreat in June.

APPROVAL OF MINUTES

Minutes of the April 9, 2014 meeting were approved as submitted with no objections by Eric Blackhurst.

FINANCIALS:

None to report at this time

COMPLEX AND DEVELOPMENT UPDATES

A. Talons Pointe

1. Occupancy and delinquency: End of April one vacant unit – now filled. No openings. Current tenants almost \$2600 in delinquency; three tenants crossed month but have since paid.

B. Vista Ridge

1. Sales Update: Collinet reported that we have a well-furnished model; showings slowed down the past two weeks probably due to the wintery weather. Market resale under contract. Expect showings to pick up again.

C. The Pines

1. The Pines Sales: Collinet reported that we closed 3-2; resale came up this week listed at \$136,000. We heard of another potential resale. We have letter going to a tenant in building 2; notice that board would like to put unit on market including potential options. If unit in building 2 sells we can make payment to Town (owe about \$170,000). Would like to send letter to all tenants see if anyone wants to buy. Heiser commented that we hate to kick someone out if we can help it. Will see what the tenant wants to do. Last choice to put unit up for sale with tenant residing there. If she wants to move to another available unit on property, EPHA will pay for it.

2. Pines Rentals

- a. Occupancy Delinquency: Zero vacancy/zero delinquency; wait list keeps growing.

D. Cleave Street

1. Occupancy and delinquency: Zero vacancy/zero delinquency. Had a leaky roof with this past snow; will need to get a roofer out once weather warms up. New non-smoking policy going into effect January 1, 2015; been having a little bit of push back from one of the residents.

E. Falcon Ridge

1. Resolution 63 – CDBG-DR application: A Resolution approving the Estes Park Housing Authority’s application for a Community Development Block Grant – Disaster Recovery (CDBG-DR) Grant from the State of Colorado, Division of Housing for the purpose of constructing 45 rental units to be known as Falcon Ridge. Attachment K gives signatory authority and delegation of signatory authority to Kurelja. Heiser would like #3 on Resolution to be amended to be specific to these application documents.

Motion to approve Resolution 63 with wording amendment made by Jack Dinsmoor; Sandy Good seconds the motion; passes unanimously.

2. Resolution 64 – Non Discrimination Policy: A Resolution of the Estes Park Housing Authority adopting a policy of nondiscrimination on the basis of disability and compliance with Section 504 of the Rehabilitation Act of 1973. Already comply with this, but need Resolution for application.

Motion to approve Resolution 64 Non Discrimination Policy made by Sandy Good; Matthew Heiser seconds the motion; passes unanimously.

3. Development Updates:
 - i. CHFA: Handout that was presented to CHFA in packet has letter from Mayor Pinkham on one side and flood graphics including important facts/bullet points; Kurelja, along with Sam Betters and Dave Lingle, presented to CHFA. Allowed 15 minutes for presentation and 15 minutes for questions. One of the biggest issues is the cost for site work. Topo map showing cut/ADA compliance. Trouble getting subcontractors – costs are high. Should know something before the end of May. Blackhurst thanked Kurelja for hard work.
 - ii. Federal Home Loan Bank (FHLB) application: Received application but they came back saying Bank of Colorado local branch president is not authorized signer; Kurelja went to bank president in Fort Collins for signature.
 - iii. CDBG Division of Housing application disaster recovery funds: Finishing up now; needed Resolutions for \$900,000 application which will be submitted May 30th. Will go to State Board first week in July. Hope to have contract by the end of the summer. Huge project – not a lot of duplication from CHFA application. HUD requires an environmental review. Don’t have to have for application, but for contract. Review will to be done by September.
 - iv. Development Plan: Development Agreement – Kurelja went into a meeting yesterday thinking it was in regards to the development agreement; unfortunately it was in reference to an error made by Community Development regarding an annexation agreement that has been discovered stating unit limit at 92. Housing Authority has signed letters from Community Development that allows up 110. This is an opportunity for Town Board to step up and modify annexation agreement. Was told that this is the biggest mistake Community Development department has ever made. Housing Authority has close to \$100,000 into this project. Had we known this we would have gone a different direction. Community Development Director Chilcott stated this should have all come out at Design Charrette two years ago. Housing Authority design team has met with Community Development; Applications have gone out; Community Development letters have been used, all stating we can put 66 units on the piece of property. Neighbors will now be

involved. Amendment to annexation agreement to go to Town Board; development agreement, density transfer and minor subdivision all to go to Planning Commission to then to Town Board. Attorney White will review all the documents. Keep you apprised of developments. Trying to stay on track as far as dates. Currently scheduled with Planning Commission June 17th; Town Board July 22nd.

REPORTS, UPDATES AND OTHER MISCELLANEOUS ITEMS

- A. Unit Turnover Report: Kurelja reported turnovers for last month. Cleave street tenant moved in April 1; Talons Pointe one move in during April and one May. All properties are full, Lone Tree included.
- B. CIRSA: CIRSA coming for annual audit and property review. Kurelja will be out of town; Tice to meet with CIRSA. Have held several staff trainings in preparation.

OLD BUSINESS

- A. Any additional old business:
 - 1. The Neighborhood – Town Board approved to raise income limits from 100% to 125% Area Median Income for applicants. Kurelja holding fast to the fact the housing authority should not give out information or applications for this program. We are contracted to do the income qualifying only. Process should be implemented on how to get applications out to potential buyers; Board of Realtors may be a resource. Kurelja has spoken with Attorney White who doesn't have a problem with this idea.

EXECUTIVE DIRECTOR REPORT

- A. Kurelja taking a few days off this week and first week of June.
- B. We are starting flex hours this summer; rotate Fridays to make sure office has coverage.

ANY ADDITIONAL BUSINESS

Blackhurst mentioned that Collinet has brought a 6.5 parcel of land to the housing authority's attention. Currently has about 18 units (currently all vacant) of substandard housing; perhaps a candidate for redevelopment; Board to investigate this opportunity.

There being no further business, Eric Blackhurst adjourned the meeting at 9:32 a.m.

Erin Tice
Housing Operations Manager